

**Alabama Board of Examiners In Counseling  
Administrative Code**

**Chapter 255-X-7  
License Renewal**

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**255-X-7-.01 Expiration.** All licenses expire biennially and on July 31 of the renewal year. For all initial licenses, the licensure term may be less than or greater than two (2) years depending on the date of issuance of the license and will expire on July 31 of the renewal year. For all expired licenses renewed after July 31 of a renewal year, the date of issuance shall correspond to the date of the approved renewal and the renewed licensure term shall not exceed twenty-four (24) months from the expiration date of the previous licensure term.

**Author:** Alabama Board of Examiners in Counseling

**Statutory Authority:** Code of Ala. 1975, §34-8A-6

**History:** Filed September 30, 1982. **Amended:** Filed November 26, 1996; effective December 31, 1996. **Amended:** Filed March 1, 2000; effective April 5, 2000.

**Amended:** Filed May 17, 2001; effective June 21, 2001.

**255-X-7-.02 Renewal Fee.**

(1) A renewal fee, approved by the Board, is required for any licensure renewal. Checks should be made payable to the Alabama Board of Examiners in Counseling.

**Author:** The Alabama Board of Examiners in Counseling

**Statutory Authority:** Code of Ala. 1975, §34-8A-14.

**History:** Filed September 30, 1982; July 30, 1992. **Amended:** Filed May 17, 2001; effective June 21, 2001.

**255-X-7-.03 Continuing Education.** No license or certificate will be renewed unless the renewal request is accompanied by evidence satisfactory to the Board of the completion of relevant professional and continued education experience during the term of the current license. The notification of relevant experience required shall be sent in writing to all licensees one year prior to the renewal dates.

(a) A minimum of twenty (20) formal contact clock hours of relevant professional and continued education experience shall be required for renewal of ALC license. Beginning August 1, 2008, the twenty (20) hours of continuing education required for licensure renewal must contain a minimum of three (3) clock hours of continuing education devoted to ethical concerns for practice, assessment, supervision, or research in counseling.

(b) A minimum of forty (40) formal contact clock hours of relevant professional and continued educational experience shall be required for renewal of LPC license. Beginning August 1, 2008, the forth (40) hours of continuing education required for licensure renewal must contain a minimum of six (6) clock hours of continuing education devoted to ethical concerns for practice, assessment, supervision, or research in counseling.

(c) All formal contact clock hours of relevant professional and continued educational experience shall be approved in advance by the Board, or shall be formal graduate academic course work, excluding thesis or dissertation credit;

(d) Option effective August 1, 2002: Of the forty (40) formal contat clock hours required for renewal of LPC, a maximum of ten (10) hours may be obtained by supplying documentation of two (2) of the activities listed below:

1. Services as a presenter for a seminar, workshop, or training conference that is primarily counseling in nature.
2. Publication of Peer reviewed material that is primarily counseling in nature.
3. Therapy received (counseling, psychotherapy, analysis) leading to certification or utilized as a learning modality that is preapproved by the Board and yields a certificate or similar document for inclusion in the licensure file;
4. Services on boards, commissions, and holding office in professional organizations, specifically related to counseling, and in which at least thirty (30) hours annually are devoted to such service.

(e) Option effective August 1, 2002; of the twenty (20) formal contact clock hours required for renewal of ALC, a maximum of five (5) hours may be obtained by supplying documentation of one (1) of the activities set forth in (d)1. through (d)4., above.

**(f) Definitions:**

1. “Contact clock hours” means the number of actual hours spent in direct participation between learner and instructor or facilitator. Courses taken as “audits” require instructor’s verification of satisfactory attendance and participation. Typically, one (1) CEU (continuing education unit) is equivalent to ten (10) clock hours.

2. “Relevant professional and continued educational experience” means a professional program, seminar, workshop, or formal graduate course work in a regionally accredited institution, consisting of at least one (1) contact hour which provides specific knowledge, skills, and abilities in the professional field of counseling, and may be offered on the job(in-service), at a professional convention, conference or workshop, or as an independent program for a fee or free. Sponsors may be employers, licensed professional counselors, professional trainers, professional associations, approved in advance by the Board, and regionally accredited educational institutions.

**Author:** Alabama Board of Examiners in Counseling

**Statutory Authority:** Code of Ala. 1975, §34-8A-14.

**History:** Filed September 30, 1982. **Amended:** Filed February 5, 1988. **Amended:** Filed March 30, 1993. **Amended:** Filed March 21, 1995; effective April 25, 1995.

**Amended:** Filed November 26, 1996; effective December 31, 1996. **Amended:** Filed March 1, 2000; effective April 5, 2000; **Amended:** Filed September 22, 2000; effective October 27, 2000. **Amended:** Filed May 17, 2001; effective June 21, 2001. **Amended:** Filed November 9, 2006; effective December 14, 2006.

**255-X-7-.04 Renewal Applications.** Renewal applications will be mailed by the Board or made available through the Board's website. Completion of renewal applications and submission of the appropriate renewal fee by the licensee is a requirement for renewal.

**Author:** Alabama Board of Examiners in Counseling

**Statutory Authority:** Code of Ala. 1975, §34-8A-14

**History:** Filed September 30, 1982. **Amended:** Filed November 26, 1997; effective January 1, 1998. **Amended:** Filed May 30, 2003, effective July 4, 2003.

**255-X-7-.05 Renewal Application Deadline.** By August 1 of the renewal year, the renewal application, renewal fee, verification of continuing education activities, and documents verifying additional qualifications earned or changes in status must be filed with the Board.

**Author:**

**Statutory Authority:** Code of Ala. 1975, §34-8A-14

**History:** Filed September 30, 1982. **Amended:** Filed November 26, 1997; effective January 1, 1998. **Amended:** Filed November 9, 2006; effective December 14, 2006.

**255-X-7-.06 Failure To Pay Renewal Fee.** Failure to pay biennial renewal fee by August 1 of the renewal year shall automatically suspend the right of any licensee to practice while delinquent. Such lapsed license may be renewed within a period of two (2) years after payment of all fees in arrears, or thereafter, upon payment of a renewal fee to be determined by the Board. Any licensee whose license has lapsed beyond six (6) years must reapply under the current regulations for initial licensure.

**Author:** Alabama Board of Examiners in Counseling

**Statutory Authority:** Code of Ala. 1975, §34-8A-6

**History:** Filed September 30, 1982. **Amended:** Filed November 26, 1996; effective December 31, 1996. **Amended:** Filed November 9, 2006; effective December 14, 2006.

**255-X-7-.07 Expired License.** Applicants who seek to renew their license more than twenty-four (24) months from the expiration date of their last active license must pay the published renewal fee. The period of licensure renewal shall not extend beyond the next July 31. The renewal application must be accompanied by documentation acceptable to the Board of continuing education activities of no less than forty (40) contact clock hours, twenty (20) for ALCs, accrued within the twenty-four (24) months immediately preceding the request for renewal. An ALC must also submit a proposed plan of supervision for approval by the Board.

**Author:** Alabama Board of Examiners in Counseling

**Statutory Authority:** Code of Ala. 1975, §34-8A-6

**History:** **New Rule** Filed May 17, 2001; effective June 21, 2001. **Amended:** Filed May 30, 2003, effective July 4, 2003.

